

TOWN OF EMBDEN, MAINE

PLANNING BOARD PURPOSE

THE PURPOSE OF THIS PLANNING BOARD IS TO GRANT OR DENY AN APPLICATION BASED ON THE INFORMATION PROVIDED. WE ARE NOT SITE PLANNERS, ARCHITECTS OR LANDSCAPERS. ALL DETAILS OF AN APPLICATION SHOULD BE DISCUSSED WITH THE CODE ENFORCEMENT OFFICER PRIOR TO THE PLANNING BOARD MEETING. IF YOUR APPLICATION IS DENIED, THE PLANNING BOARD WILL CITE THE REASON FOR DENIAL AND ADVISE YOU OF YOUR RIGHT TO APPEAL. ANY FURTHER DISCUSSION OF THE APPLICATION WILL BE DONE BETWEEN YOU AND THE CODE ENFORCEMENT OFFICER AT A LATER TIME. IT WILL NOT BE DONE AT THE PLANNING BOARD MEETING.

EMBDEN PLANNING BOARD.

TOWN OF EMBDEN

For Office Use Only

APPLICATION FOR A PERMIT

The undersigned applied for a permit for the following Use, said permit to be issued on the basis of the information contained within this application. The applicant hereby certifies that all information and attachments to this application are true and correct.

NOTE: Check only those items which apply to your Application. Completed application required by CEO with required attachments shall be reviewed on site and approved by CEO prior to submission to Planning Board.

Physical Address: _____
Map # _____ Lot # _____
Permit # _____
Date: _____ Fee: _____
Property Zoned as: _____
Site Review CEO: _____
% of lot occ by st.: _____
Subdivision ☐ yes ☐ no
Name of subdivision _____
Entr. Per. # _____
Subsurface Per # _____
Internal Per # _____

1. Applicant:

Name: _____
Address: _____
Town, State and Zip code: _____
Telephone: _____

2. Owner (Please check if same) ☐

Name: _____
Address: _____
Town, State, Zip code: _____
Telephone: _____

3. Name, Address, Tel. # of contractor: _____

4. Describe location of property including 911 Address: _____

5. Existing use of property: ☐ Seasonal ☐ Year Round ☐ Residential ☐ Undeveloped Land ☐ Tree ☐ Commercial ☐ Home business

6. Is property part of a subdivision? Yes ☐ No ☐ Name of subdivision _____

7. Lot Dimensions _____ Total Area: _____

8. Type of Sewage Disposal (existing _____ proposed _____) (Copy of Plumbing Permit) Plumbing Permit # _____

9. Existing Structures - exterior Dimensions (length and width)

- a) Residence _____ by _____ Number of Stories _____ Height _____
Type of foundation: ☐ fill ☐ concrete slab ☐ frost wall ☐ posts
- b) Garage _____ by _____ Number of Stories _____ Height _____
Type of foundation: ☐ fill ☐ concrete slab ☐ frost wall ☐ posts
- c) Other: _____ by _____ Number of Stories _____ Height _____
Type of foundation: ☐ fill ☐ concrete slab ☐ frost wall ☐ posts
- d) Deck: (Porch, Piazza, Veranda) _____ by _____
Foundation: ☐ posts ☐ frost wall ☐ Other (Describe) _____
- e) Other: _____

10. Requested Permit for ☐ New construction ☐ Rehabilitation ☐ Removal ☐ Emplacement
DETAILED DESCRIPTION OF PROJECT (NEW CONSTRUCTION OR ADDITION TO EXISTING STRUCTURES)

a) Residence: _____ by _____ Stories _____ Height: _____
Foundation: ☐ Full ☐ Concrete slab ☐ Frost Wall ☐ Posts

b) Garage: _____ by _____ Stories _____ Height _____
Foundation: ☐ Full ☐ Concrete Slab ☐ Frost Wall ☐ Posts

c) Accessory Building: _____ by _____ Stories _____ Height _____
Foundation: ☐ Full ☐ Concrete Slab ☐ Frost Wall ☐ Posts

d) Deck: (Porch, Piazza, Veranda) _____ by _____
Foundation: ☐ Posts ☐ Frost Wall ☐ Other _____

11. Shore Land zoning: ☐ Yes ☐ No

Is Property within 75' of river or stream: ☐ Yes ☐ No

Is Property within 250' of lake or pond ☐ Yes ☐ No

Is Property in the Flood Zone ☐ Yes ☐ No

Distance from normal HWM: Residence _____ Garage _____ Other _____

12. Attachments/Checklist required for review of application:

a) If property owned less than one year please attach a copy of the deed with the recording data.

b) Copy of Plumbing Permit: Indoor _____ Septic system _____ Date: _____

c) Attach photographs of existing site conditions.

d) Soil erosion control plan.

e) Attach a copy of official decisions of other Federal, State or local agencies regarding the use of this property. (Site location permit, minimum lot size waiver, subdivision approval great ponds permit, etc.)

f) On a separate sheet attach any supplemental information, or explain any points you feel need clarification.

g) Town of Embden permit fee: \$ _____

h) Five Copies of application presented for review to CEO.

I have carefully read this application and the same is true and correct to the best of my knowledge and belief. In doing this work, all ordinances and codes of the Town of Embden and the laws of the State of Maine will be complied with, whether specified or not. I will notify the Code Enforcement Officer, when I am ready for the site visits and inspections. No work will be concealed until approved. Consent is given for the entry of authorized inspections until the job has received a final inspection for occupancy.

SIGNATURE: _____ DATE: _____

(For Official Use Only) To be maintained as a permanent record:

Date Received: _____ Fee Paid: _____

Date of Action on Application: _____ Approved _____ Denied _____

If application denied, reason for denial: _____

If approved, the following conditions and safeguards were prescribed: _____

Planning board (signatures)

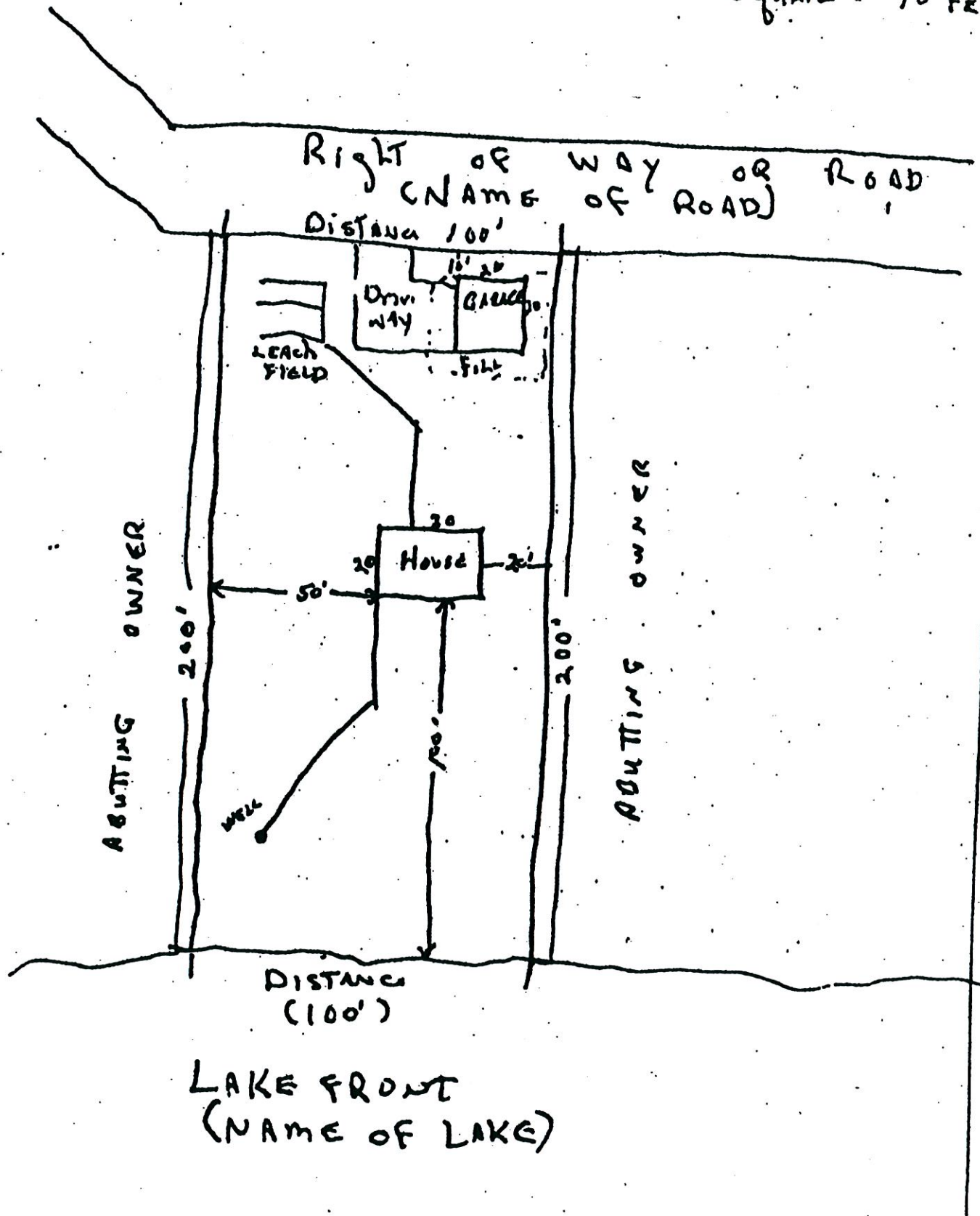
_____	_____
_____	_____
_____	_____

(For Use By CEO)

1. Lot size in Sq. Ft. _____
2. Number of buildings on Lot: _____
3. Sq. footage and Volume of Existing buildings: _____
4. Sq. footage and Volume of Proposed Buildings and/or Additions _____
5. Percentage of Lot coverage (buildings, etc.) _____
6. Distance from HWM of all Structures. _____
7. Percentage of Expansion of Structure: _____
8. Height of Existing Dwelling; _____
9. Flood Zone Elevation Information: _____

EXAMPLE

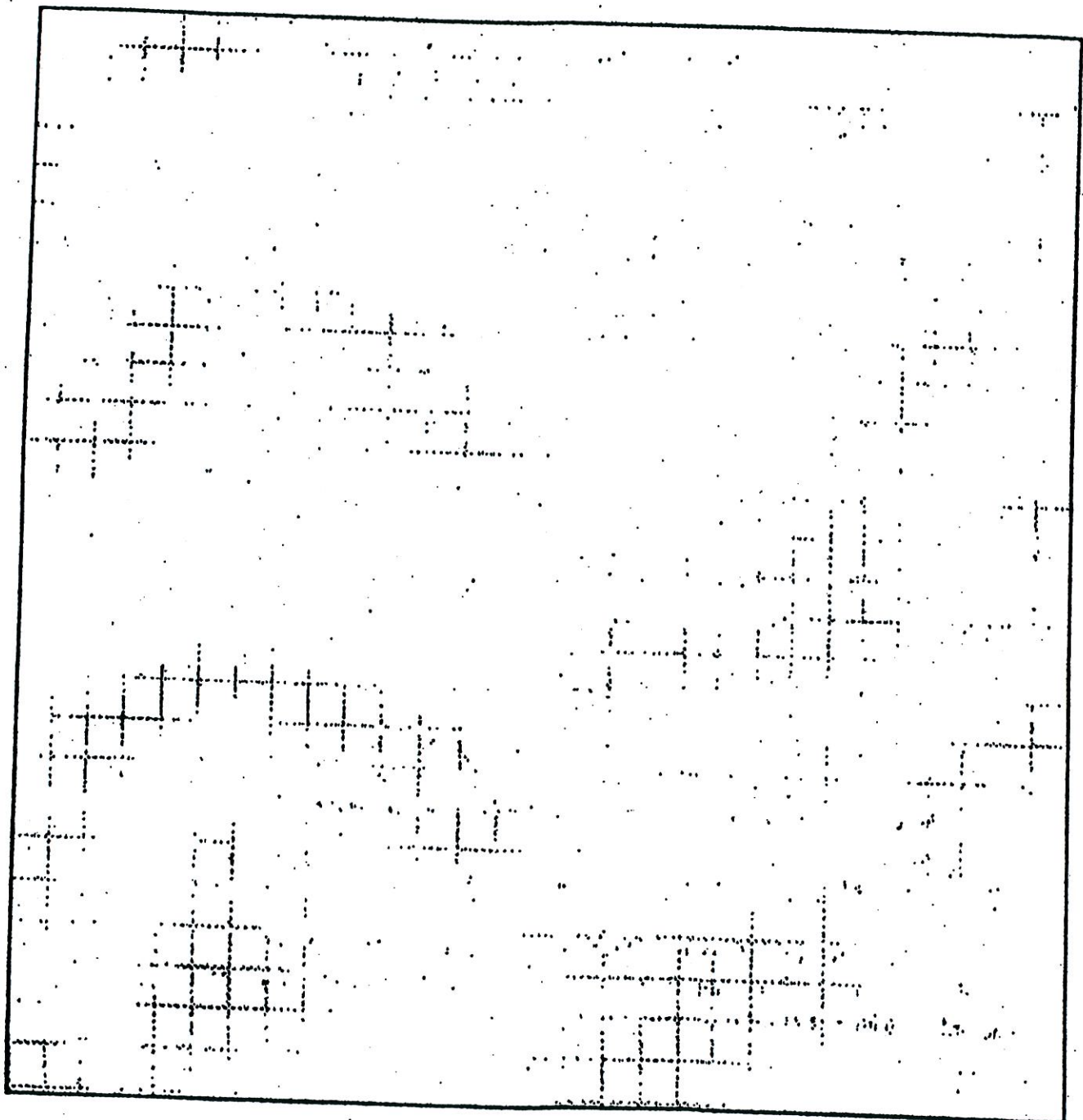
SCALE: 1 square = 10 FE



PLEASE INCLUDE: LOT LINES: AREA TO BE CLEARED OF TREES AND OTHER VEGETATION; IE: THE EXACT POSITION OF PROPOSED STRUCTURES, INCLUDING DECKS, PORCHES AND ALL OUT BUILDINGS WITH ACCURATE SETBACK DISTANCES FROM SHORELINE, SIDE AND REAR PROPERTY LINES; THE LOCATION OF PROPOSED WELLS, SEPTIC SYSTEMS AND DRIVEWAYS; ALL AREAS AND AMOUNTS TO BE FILLED OR GRADED. IF THE PROPOSAL IS FOR AN EXPANSION OF AN EXISTING STRUCTURE, PLEASE DISTINGUISH BETWEEN THE EXISTING STRUCTURE AND THE PROPOSED EXPANSION.

PLOT PLAN

↑ (NORTH)



Note: This checklist is intended to assist the CEO in tracking a Shoreland Zoning Permit through the review process.

Shoreland Zoning Permit Checklist

CHECKOFF FOR ALL STRUCTURES:

- a. ☐ Complete Shoreland Zoning Permit Application
- b. ☐ Pay Appropriate Fee
- c. ☐ Lot Area
- d. ☐ % of Lot covered by Non-Vegetated Surfaces.
- e. ☐ Height of Structure
- f. ☐ Setback from High Water Mark
- g. ☐ Setback from Side and Rear Lot Lines
- h. ☐ % of Increase of Expansions of Portion of Structure which is less than required setback.
- i. ☐ Copy of Interior and Exterior Plumbing Permits.
- j. ☐ Copy of Deed. (recording date on deed)
- k. ☐ Elevation of Lowest Floor to 100 year Flood Elevation
- l. ☐ Copy of Additional Permit(s) as required.

CHECKOFF FOR FURTHER REVIEW:

- m. ☐ Copy of file to Board of Appeals if Variance or special Exception is Required.
- n. ☐ Copy of file to Planning Board if Planning Board Review is Required.

CHECKOFF FOR SITE VISITS BY CEO:

- o. ☐ Preliminary Site visit Date: _____
- p. ☐ Prior to Clearing and Excavation Date: _____
- q. ☐ Stake Position Check Date: _____
- r. ☐ Footing Check Date: _____
- s. ☐ Foundation Check Date: _____
- t. ☐ Framing Inspection Date: _____
- u. ☐ Plumbing Inspection Date: _____
- v. ☐ Final Inspection for Occupancy Date: _____